

**Minutes of the Board of Directors
One Room School House Project, Inc.**

Meeting Date: 5/23/16
Time: 3:00 PM
Location: 4180 NE 15th Street
Gainesville, FL 32609

Call to Order: Mr. Terzian called the meeting to order at 3:00 PM. Roll Call was taken.

Members Present: Michele Borst
Sevan Terzian
Arthur Newman
Tom Allin

AGENDA

- **Treasurers Report:** Dr. Newman presented the board with the most recent financial reports.

- **Consultant Report:** Mr. Drake reported that the program remains in excellent shape academically and financially. There will need to be some expenditures for new computer equipment and textbooks for curriculum purposes and some further security and safety features for the facilities. Mr. Drake presented the Board with additions and revisions to school policies.

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- **Principal Report:** Mr. Torres' report indicated the school year went well in terms of academic performances by students. The school will need to hire three new teachers for an expanded elementary program and title one. He expects that the school grade will go up at both schools. He recommends the board buy additional computers and equipment for the Middle school.

ACTION ITEMS

1. Adopt Minutes:

Motion: Adopt the minutes from the Meeting of 3-25-16 as they have been recorded. (Newman)

Second: Terzian

Vote: Yea - 4
No - 0

Motion Carries

2. Final Budget Amendments:

Motion: The board will adopt the Statement of Revenues, Expenditures and Changes in Fund Balances for Governmental Funds for the year ending June 30, 2015 as a final budget amendment for both schools in the same manner as it did in the last fiscal year. (Newman)

Second: Allin

Vote: Yea - 4
No - 0

Motion Carries

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3. Reconstitute Board (Annual Meeting):

Motion: The Board will reconstitute itself in the following arrangement:

(1) *For President:* Sevan Terzian (Newman)

Second: Borst
Vote: Yea - 3
No - 0
Terzian - abstain

Motion Carries

(2) *For Vice President:* Tom Allin (Newman)

Second: Borst
Vote: Yea - 3
No - 0
Allin - abstain

Motion Carries

(3) *For Treasurer:* Arthur Newman (Borst)

Second: Terzian
Vote: Yea - 3
No - 0
Newman - abstain

Motion Carries

(4) *For Secretary:* Michele Borst (Newman)

Second: Terzian
Vote: Yea - 3
No - 0
Borst - abstain

Motion Carries

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(5) *For Executive Board:* Sevan Terzian. (Borst)

Second: Newman
Vote: Yea - 3
 No - 0
 Terzian – abstain
Motion Carries

(6) *For Executive Board:* Arthur Newman. (Borst)

Second: Allin
Vote: Yea - 3
 No - 0
 Newman – abstain
Motion Carries

4. Planning Budgets for 2016-17 School Year:

Motion: The board will adopt the Planning Budgets for the 2016-17 School Year as presented by Mr. Drake. The Board will amend these budgets at its first meeting in the new school year. (Terzian)

Second: Valantis
Vote: Yea - 4
 No - 0

Motion Carries

5. Employment Contracts for 2016-17: Dr. Newman and Mr. Drake were asked to develop employment contracts for the next school year.

Motion: Dr. Newman and Mr. Drake will develop and Dr. Newman will sign employment contracts for the next school year, which include a non-

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compete provision and reflect the school's teacher pay scales. Contracts to be reviewed and approved by the Treasurer. (Terzian)

Second: Allin
Vote: Yea - 4
 No - 0

Motion Carries

6. New cooperative agreement terms between One Room School House Project, Inc. and One Room Middle School for 2016-17:

Mr. Terzian asked that Mr. Drake develop new cooperative agreement terms between the Corporation and the Middle School.

Motion: The Board Representative is authorized to develop a new employee leasing agreement, an insurance agreement, an instructional agreement, and a Management Agreement reflective of enrollment and budgetary changes for the 2016-17 school year. The Board will review and authorize the new terms at their next meeting. (Terzian)

Second: Newman
Vote: Yea - 4
 No - 0

Motion Carries

7. Appoint Board Representatives for Elementary and Middle Schools :

Motion: The board representative, Neil Drake, shall represent the board to all parents at the elementary school. The Business Director, Diane Drake shall represent the board to all parents at the middle school. The school principal will post a notice at the school and on the website and issue letters to parents immediately upon the resumption of classes. (Terzian)

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Second: Newman
Vote: Yea - 4
 No - 0

Motion Carries

8. Vice-Principals: Mr. Drake has recommended that certain members of the administrative staff serve as Vice-Principals of the schools in order that there be continuous and sufficient coverage for administrative responsibilities when principals are off campus.

Motion: The Board appoints Eric Torres, **Shaunteal Christian** and Crystal Seabolt as Vice-Principals of One Room Middle School. The Board appoints Jeanne Minsavage, Diane Drake, and Paige Rozier as Vice-Principals of The One Room School House elementary school. (Terzian)

Second: Borst
Vote: Yea - 4
 No - 0

Motion Carries

9. Vendor Contracts for 2016-17: The Board approves contracts for the following vendors for the school in 2016-17.

Motion: The Board will contract with the recommended vendors for the 2016-17 school year. The Board Representative will consider other necessary contracts as needed. The executive board will consider other necessary contracts as needed. The Business Directors is authorized to sign renewed and newly approved contracts. (Terzian)

Second: Allin
Vote: Yea - 4
 No - 0

Motion Carries

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10. Revisions to School Calendar for 2016-17:

Motion: The Board accepts the revisions to the School Calendar for the 2016-17 School Year. Further changes to the calendar shall be made by the Principals and the Representative of the Board of Directors as they are needed due to changing circumstances. (Terzian)

Second: Allin
Vote: Yea - 4
 No - 0

Motion Carries

11. Evaluation and Bonus Plan for 16-17: Mr. Drake presented an evaluation and bonus plan that ties employee performance to semiannual bonuses.

Motion: The Board approves the Evaluation and Bonus Plan for the 2016-17 school year as submitted and instructs Mr. Drake to create procedures and documents for implementing the policy. The policy shall go into effect on July 1, 2016. (Terzian)

Second: Allin
Vote: Yea - 4
 No - 0

Motion Carries

12. Approve Charter Contract

Motion: The Board accepts the revisions to the Charter Contract for the One Room Middle School as revised by the school board. (Terzian)

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Second: Allin
Vote: Yea - 4
No - 0

Motion Carries

13. VPK Director for 2016-17: Mr. Drake recommends that Jamie Reyes be appointed as Director of the VPK program.

Motion: The Board appoints Jamie Reyes as Director of The One Room School House VPK program. (Terzian)

Second: Allin
Vote: Yea - 4
No - 0

Motion Carries

14. Approve Recurring Expenditures for 2016-17: The revised list of approved recurring expenditures was presented to the Board.

Motion: The Board accepts the revisions to the list of approved recurring expenditures. (Terzian)
Second: Alin)
Vote: Yea - 4
No - 0

Motion Carries

15. Approve Expenditures: Mr. Torres recommended that the Middle School purchase more computers for online math and Social Studies and for tutoring and state testing requirements.

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Motion: The Board approves the expenditure of up to \$50,000.00 in reserve funds from One Room Middle School to buy computers and related software and technology. (Terzian)

Second: Allin
Vote: Yea - 4
No - 0

Motion Carries

16. Approve New Grading Policy for 2016-17: The principal and the representative of the board of directors have submitted a general change to the grading policy for students in 2nd through 8th grades.

Motion: The Board approves the change to the grading policy for students in 2nd through 8th grades. (Terzian)

Second: Allin
Vote: Yea - 4
No - 0

Motion Carries

17. Approve New Policies:

Motion: The Board accepts the revisions to policy submitted by Mr. Drake and asks that these policies and the procedures to implement them be added to a policy handbook revised by Mr. Drake. (Terzian)

Second: Allin
Vote: Yea - 4
No - 0

Motion Carries

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MEMBERS CONCERNS

- **Next Meeting:** Mr. Terzian requested that the board meet in August, 2016 at the school.

These minutes were faithfully recorded by Michelle Borst, Secretary.
We agree that these minutes honestly and faithfully represent the business of the Board of Directors at their meeting on 5/23/16.



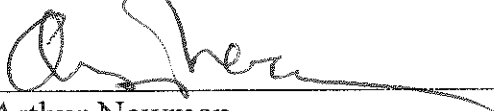
Tom Allin



Michele Borst



Sevan Terzian



Arthur Newman